



Attention Proposers for the Desired Results RFP 10-01:

Due to the high volume of proposals received and in order to complete the evaluation process and deliver fair and objective contract proposal recommendations to the Commission for approval, the timeline must be extended as follows:

PROCUREMENT TIMELINE

RFP Release	Thursday, January 7, 2010
Tentative date for Unsuccessful Proposals Letters – Administrative Phase (No Appeal)	February 25, 2010
Release of Notice /Letters to Unsuccessful Proposers	May 7, 2010
Appeal Filing Deadline	May 14, 2010
Release of Appeal Findings	May 28, 2010
Release of Notice of Intent to Award Letters to Successful Proposers	June 3, 2010 – July 8, 2010
Tentative Start Date for Contract(s)	July 1, 2010 (may be approved July 7, 2010 and retroactive to July 1, 2010)

Please note that remaining in the evaluation process beyond April 2, 2010 does not imply nor guarantee that a proposal will be funded under this RFP!

During the Evaluation Process of this RFP, all proposals will be subject to a standard review process developed by the Commission. A primary consideration shall be the effectiveness of the Proposer in the delivery of comparable or related services based on demonstrated performance and the need for such services in the area proposed and in alignment with the First 5 San Bernardino Strategic Plan. Our evaluation process, including negotiations, will yield the Proposer the proper due diligence.

During the Administrative Review, all proposals will be initially evaluated to determine if they meet the minimum requirements as stated in the Minimum Proposer Requirements outlined in Section I, Paragraph B of the RFP.

Failure to meet these requirements will result in a rejected proposal. Incomplete proposals (those missing information/required documents) will be disqualified. No proposal shall be rejected, however, if it contains a minor irregularity, defect or variation if the

irregularity, defect or variation is considered by the Commission to be immaterial or inconsequential. In such cases the Commission may elect to waive the deficiency and accept the proposal. **Proposers unsuccessful in the Administrative Review phase will not have the option to submit an appeal.**

In the Critical Evaluation phase, proposals meeting the minimum requirements will be evaluated on the basis of the following criteria, (not necessarily in order of priority):

- a. Cost.
- b. Demonstrated ability to serve target population.
- c. Proposed Program Services and Strategies.
- d. Readiness to provide services.
- e. Experience
- f. Staffing levels and qualifications.
- g. Appropriateness of facility (Geographic Service Area, near mass transit, facility layout, etc.)
- h. Fiscal Stability

While cost is a major consideration in the evaluation process, selection will be based on the determination of which proposal will best meet the needs of the Commission and the requirements of this RFP. Proposers may be interviewed or otherwise brought into clarity review conversation with First 5 San Bernardino staff regarding the breadth and scope of their proposal.

Contract(s) will be awarded based on a competitive selection of proposals received. The contents of the proposal of successful Proposers will become contractual obligations and failure to accept these obligations in a contractual agreement may result in cancellation of the award.

Appeals -In response to a denied award, Proposers may protest, provided the appeal is in writing, is delivered to the address listed, and submitted within five (5) business days of the date on the notification of a denied award. Grounds for an appeal are:

- that the Commission failed to follow the selection procedures and adhere to requirements specified in the RFP and any addenda or amendments;
- there has been a violation of conflict of interest provided by California Government Code Section 87100 et seq.;
- there was a violation of State or Federal law.

Appeals will not be accepted on any other grounds.

The appeal must include the following: 1) reference to the Desired Results RFP 10-01 Appeal; 2) basis of appeal; 3) supporting documentation and statements (optional); and 4) name, position, address, telephone, facsimile numbers, and email for agency point of contact for the appeal.

Only an agency that has submitted a RFP in compliance with the Desired Results RFP 10-01 and addenda or amendments may present a protest to the Commission. An appeal submitted by any other parties or individuals, including potential subcontractors, employees or unrelated entities, will not be considered and shall be automatically rejected.

In the event of an appeal, all appeals will be handled by a panel designated by the Commission. The Commission will consider only those specific issues addressed in the written appeal. A written response will be directed to the protesting Proposer advising of the decision with regard to the protest and the basis for the decision. Any decision of the Commission will be final.

The final authority to award a Contract rests solely with the Children and Families Commission for San Bernardino County.